

CITY OF HALLANDALE BEACH
HALLANDALE BEACH COMMUNITY REDEVELOPMENT AGENCY (CRA)
COMMERCIAL CODE COMPLIANCE PROGRAM
APPLICATION PACKAGE

ENCLOSED PLEASE FIND THE FOLLOWING INFORMATION:

General Commercial Code Compliance Loan Program Brochure
Loan Application Form
Authority to Verify Credit Information

IN ADDITION TO THE APPLICATION FORM, YOU MUST PROVIDE COPIES OF THE FOLLOWING:

- List of Code Deficiencies from letter sent by City of Hallandale Beach (if available)
- Property Deed (i.e. Warranty Deed, Quit Claim Deed)
- Most recent Property Tax Bill from Broward County
- Most recent Mortgage Statement showing current balance (as applicable)
- Business Insurance and Flood Insurance Policies (as applicable)
- Copy of Current Business Occupational License
- Copy of documents for Business Incorporation
- A Business Profit and Loss Statement for the last two years
- Copies of complete 1040 Tax Returns with corresponding W-2s (for the last 2 years)
- Contractor(s) estimated price proposal (If available)

YOU MUST COMPLETE THE APPLICATION FORM IN ITS ENTIRETY AND PROVIDE COPIES OF THE REQUIRED INFORMATION LISTED ABOVE. INCOMPLETE APPLICATIONS AND/OR FAILURE TO PROVIDE ANY OF THE DOCUMENTS REQUESTED WILL DELAY CONSIDERATION OF YOUR APPLICATION.

THERE IS AN APPLICATION FEE OF \$750. MAXIMUM LOAN AMOUNT OF \$100,000. OWNERS ASSUME INCURRED COSTS FOR THE CITY TO RECORD AND RELEASE THE MORTGAGE. THE CITY'S LIEN WILL BE MAINTAINED IN THE POSITION OF SECOND LIEN HOLDER; UNDER NO CIRCUMSTANCES WILL A LOWER LIEN HOLDER POSITION BE APPROVED.

IF YOU HAVE ANY FURTHER QUESTIONS OR NEED ADDITIONAL HELP, PLEASE FEEL FREE TO CALL THE CITY OF HALLANDALE BEACH'S REHABILITATION SPECIALIST, AT (954) 457-1422.

MAIL OR RETURN COMPLETED APPLICATION PACKAGE TO:

CITY OF HALLANDALE BEACH
c/o DEVELOPMENT SERVICES DEPARTMENT
400 SOUTH FEDERAL HIGHWAY
HALLANDALE BEACH, FLORIDA 33009

ATTN: REHABILITATION SPECIALIST

CITY OF HALLANDALE BEACH /HALLANDALE BEACH CRA
COMMERCIAL CODE COMPLIANCE LOAN PROGRAM
LOAN APPLICATION FORM

A. COMMERCIAL PROPERTY INFORMATION

1. Name of Business: _____ Business Owner's Name _____
2. Owner's Date of Birth: _____ Owner's Social Security No. _____
3. Business Address: _____ Federal Identification Number _____
4. Type and Nature of Business: _____

5. State the true, exact, correct and complete name of the corporation, partnership or trade name under which you do business. If a corporation, state the name of the president and secretary. If a trade name, state the names of individuals who do business under the trade name.

Name _____

Check all that apply: Business is a _____ Sole Proprietorship _____ Partnership _____ Corporation
Non-profit _____ None of Above (Specify _____)

The name, titles and business phone numbers of the corporate officers, or partners, or individuals doing business under a trade name, are as follows:

6. How many years has this business been operating? _____
7. How many years at current address: _____
8. Have you or your tenant ever been convicted of a felony/misdemeanor? If yes, please explain on a separate page.
9. Have any arrests been made at this property as a result of illegal activity? If yes, please explain on a separate page.
10. List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the business, its parent or subsidiaries or predecessor organizations during the past five years. Include in the description the disposition of each such petition: If none, so state.

11. List all current claims, arbitrations, administrative hearings and lawsuits brought by or against the business: If none, so state.

12. List and describe all criminal proceedings or hearings concerning business related offenses in which the business was a defendant. If none, so state.

13. Has your property been cited for outstanding code violations? ____ Yes ____ No ____ Don't Know

14. List the code compliance improvements that you want to make with the proceeds of this loan and the estimated costs, if known:

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

15. Approximate amount of loan you are applying for, if known: \$ _____

16. List the existing mortgages on the property to be improved.

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<u>Lienholder</u>	<u>Origination Date</u>	<u>Balance</u>	<u>Monthly Payment Amt.</u>
1st Lien _____	_____	_____	_____
2nd Lien _____	_____	_____	_____
3rd Lien _____	_____	_____	_____

17. Do business owners have other sources of income in addition to income from this business?

Yes _____ No _____ If Yes, indicate the source of the income: _____

BUSINESS OPERATIONS INFORMATION

1. List the name, position, responsibilities and home address of key business personnel and the length of time each has been working with the business.

Name	Position	Responsibilities	Home Address	How Long with Business
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Attach a copy of Business and Personal IRS Tax Returns for the last two years. Include all schedules.
Attach a copy of recent bank statement for business.

C. BUSINESS DEBT INFORMATION

1. OUTSTANDING LOANS OR OTHER DEBTS: (Including Business Credit Cards)

<u>Lender/Creditor</u>	<u>Account No.</u>	<u>Monthly Pymt</u>	<u>Balance</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. FURTHER COMMENTS REGARDING DEBTS, IF APPLICABLE.

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D. AGREEMENT

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I (we), the owner(s) of the above described business understand that the intent of this application is only for purposes of pre-qualifying for a loan and does not guarantee acceptance or approval and no commitment is hereby made on the part of either the applicant, the City or the CRA.

I(we) certify that to the best of my(our) knowledge, all the information in this application and all information furnished in support of this application is true and correct. Any property assisted under this program will not be used for any illegal or restricted purpose.

Any intentionally false or fraudulent statement or supporting documents will constitute cancellation of my (our) application. The City of Hallandale Beach or Hallandale Beach Community Redevelopment Agency is hereby authorized to verify any of the above information and to inspect the property prior to approval. I(we) agree to have no claim for defamation, violation of privacy or other claims against any person, firm or corporation by reason of any statement or information released by them to the City of Hallandale Beach.

PENALTY FOR FALSE OR FRAUDULENT STATEMENT: Federal law, U.S.C. Title 18, Sec. 1001, provides: Whoever, in any matter within the jurisdiction of any department or agency of the U.S. knowingly and willfully falsifies or makes false, fictitious or fraudulent statements, or entries, shall be fined not more than \$10,000 or imprisoned not more than five years, or both.

OWNER: _____	DATE: _____
(Printed name and Signature)	
OWNER: _____	DATE: _____
(Printed Name and Signature)	
WITNESS: _____	DATE: _____
(Printed Name and Signature)	

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AUTHORIZATION FORM REQUIRED BY FEDERAL PRIVACY ACT

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Under the Privacy Act of 1974, it will be necessary for the City of Hallandale Beach or Hallandale Beach CRA to supply the appropriate agencies you listed on your application with written approval from you to allow them to release information from their files to verify the information you provided on your application. Please sign the appropriate space below to authorize these verifications.

This authorizes the City of Hallandale Beach or the Hallandale Beach CRA to have free access to my business information and records, sources of other income, creditors and other verifications as may be required to process my application.

OWNER: _____	DATE: _____
(Signature)	
OWNER: _____	DATE: _____
(Signature)	

By signing this application, I acknowledge that I have received and read a copy of the CRA General Commercial Code Compliance Loan Program Information Sheet and the Promissory Note used with this Program. I understand and agree to comply with the requirements of the program.

Owner

Owner

Date